

# NGDA Dataset Report

**Official NGDA Title:** EPA Facility Locations And Regional Boundaries

**Metadata Record Title:** EPA Facility Locations And Regional Boundaries - National Geospatial Data Asset (NGDA)

**A-16 NGDA Theme:** Governmental Units, and Administrative and Statistical Boundaries

## Executive NGDA Theme Champion(s):

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## Dataset Manager(s):

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## Metadata:

**Registration Status:** Complete

**Registered on** 4/5/2013

**GeoPlatform Link\*:** <http://www.geoplatform.gov/node/243/59ea06d3-04d7-452e-908a-25658ceefa4b>

**Data.gov Metadata Link\*:** [/html](#)

\*If the metadata has been updated and reharvested after publication of this report, the link may no longer be valid. The dataset may be searched for manually in Data.gov or GeoPlatform.gov.

# NGDA Lifecycle Maturity Assessment (LMA) Report

## Time Frame:

Baseline assessment responses include dataset activities from 1998 to 2015.

## LMA Submission:

**Status:** Complete

**Date:** 10/23/2015

**Extension Requested:** No

## LMA Reviewer(s):

**Supervisor:** Lee Kyle kyle.lee@epa.gov

**Theme Lead:** Lynda Liptrap lynda.a.liptrap@census.com

**Executive Champion:** Did not review

**SAOGI\*:** Did not review

**Other:** Did not review

## LMA Verifier:

**Name:** Lee Kyle

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## Attachments:

To get access to any attachments referenced in the report, email the LMA Help Desk at NGDA\_LMA\_help@fgdc.gov. Please use the subject "Dataset Report Attachment(s)" and indicate the associated official NGDA title.

\*Senior Agency Official for Geospatial Information (SAOGI)

## Lifecycle Maturity Assessment (LMA) Summary

### Overall Maturity:

**Managed; Predictable**

General Questions: 66%

**Managed; Predictable**

Stage 1 - Define/Plan: 71%

**Mature; Consistent**

Stage 2 - Inventory/Evaluate: 25%

**Managed; Predictable**

Stage 3 - Obtain: 100%

**Optimized; Established**

Stage 4 - Access: 100%

**Optimized; Established**

Stage 5 - Maintain: 57%

**Managed; Predictable**

Stage 6 - Use/Evaluate: 66%

**Managed; Predictable**

Stage 7 - Archive: 0%

**No Activity**

## NGDA Dataset Maturity Definitions:

**How To Calculate Maturity:** [https://www.geopatform.gov/sites/default/files/How\\_to\\_Calculate\\_Maturity.pdf](https://www.geopatform.gov/sites/default/files/How_to_Calculate_Maturity.pdf)

Maturity	Maturity Characteristics for All Lifecycle Stages
Optimized; Established Rank = 5	Dataset meets virtually all business needs of all users. The dataset is considered authoritative by owners and secondary users. It is curated across all stages of the approved lifecycle. Future needs are defined on a regular basis and resources for addressing both current and future business requirements are available.
Mature; Consistent Rank = 4	Dataset meets all the business needs of the primary owner and most of the secondary users. The dataset is curated and used as authoritative by the primary owner. Dataset is used widely by secondary users actively engaged in sustaining the dataset. Future needs are identified and steps are planned to address these. All stages are supported and reviewed on a recurring basis. The dataset is well managed in relation to the approved lifecycle.
Managed; Predictable Rank = 3	Dataset meets a significant number of the business needs of the primary owner and is widely used as an authoritative resource by secondary users. Benchmark activities are occurring in at least four of the approved lifecycle stages. Management practices in relation to the approved lifecycle is moderate but consistent. Dataset is integrating changing business requirements in lifecycle stages impacting overall maturity.
Transition; Transformation Rank = 2	Dataset meets business needs of the primary owner and has moderate use by secondary users. Benchmark activities are occurring in at least three stages. Efforts to integrate funding, include partners, and obtain data are not supported in a sustained manner. Management practices in relation to the stages of the approved lifecycle is limited.
Planned; Initial Development Rank = 1	Dataset limited in meeting business needs of the primary owner. Benchmark activities in the approved lifecycle are just starting to consider secondary uses, partnerships are forming to support additional dataset uses. Dataset development is in a very early stage. Minimal or limited management against the benchmarks in the approved lifecycle.
No Activity Rank = no activity	Dataset meets project or local business needs of the primary owner, secondary or additional uses or users were not considered, not recognized as an authoritative data or is part of a similar dataset. Not managed to any of the benchmarks in the approved lifecycle.

## General Questions for All Stages

1) Is there a recurring process to obtain funding for all lifecycle stages of this dataset?

**Answer:** Funding is from local offices, budgeting effort minimal, staffing minimal.

**Justification Comment:**

**Attachment(s):** 0

This is a rather simple static boundary data set. It is unlikely that changes will be needed in the near future. When changes need to be made, funding will be minimal and made available through the annual budget for EPA's Shared Enterprise Geospatial Data and Services (SEGS) system.

2) Is there a process in place to ensure that open government and transparency guidelines are followed in all lifecycle stages for this dataset?

**Answer:** Process established, significant portions of the documentation is complete.

**Justification Comment:**

**Attachment(s):** 0

Albeit not formal for this particular data set, there is a process in place through the bi-weekly meeting of the EPA Geoplatform change control board (CCB) to ensure that transparent updates are made to this data set, if and when necessary. Suggested changes will be vetted through the CCB, with appropriate stakeholders and then work assigned to make any appropriate changes. Updating will be handled through the data component of the EPA Geoplatform online.

3) Are there processes and tools in place so that staff are sufficiently knowledgeable to ensure a continuity of the dataset for all stages of the lifecycle, especially during staffing transitions?

**Answer:** Processes and tools to ensure dataset continuity are in place and implemented for all lifecycle stages.

**Justification Comment:**

**Attachment(s):** 0

Yes there are, because the decision to make changes to this data set is handled through the CCB which has a governance process to ensure continuity for all data and services associated with the EPA Geoplatform. This process is as follows: a necessary change is identified in the data set. This recommended change is presented at the Geoplatform CCB. If the change is deemed significant the data set is identified for update, update costs are determined, and then resources are found within the Office of Environmental Information data budget, the update is made, and the data set metadata updated as necessary. Once this process is completed it is made available to the public.

## STAGE 1 - Define/Plan

4) Are user and business requirements defined and formalized?

**Answer:** Ad hoc process is used for involving Partners/stakeholders in identifying requirements.

**Justification Comment:**

**Attachment(s):** 0

This again is a fairly static data layer. If there is a need to involve partners and stakeholders, communication lines will be open to ensure the data are correct.

5) How are partners/stakeholders involved in the requirements collection process?

**Answer:** Ad hoc process is used for involving Partners/stakeholders in identifying requirements.

**Justification Comment:**

**Attachment(s):** 0

Because the boundaries and facilities locations are relatively static, any impacted partners and stakeholders are contacted when a change is necessary to obtain their input and concurrence with the change.

6) Is there a quality assurance process for the dataset?

**Answer:** Quality assurance published as appropriate with respect sensitivity requirements.

**Justification Comment:**

**Attachment(s):** 0

The data set will be reviewed and authorized for use as necessary. A process is followed to ensure data quality. The EPA support contractors follow the Capability Maturity Model Integration (CMMI) level three processes to help ensure quality. This link describes the CMMI model:

[https://en.wikipedia.org/wiki/Capability\\_Maturity\\_Model\\_Integration](https://en.wikipedia.org/wiki/Capability_Maturity_Model_Integration)

**7)** Is there a process to evaluate the sensitivity, privacy, and confidentiality of this dataset?

**Answer:** Sensitivity, privacy, and confidentiality evaluations fully implemented, reviewed and updated on a recurring basis.

**Justification Comment:**

**Attachment(s):** 0

All EPA boundary and facility information within this dataset have been deemed public information after a one time evaluation for sensitivity ,privacy and confidentiality.

**8)** Are defined data standards used in collecting, processing, and/or rendering the data?

**Answer:** Standards being implemented.

**Justification Comment:**

**Attachment(s):** 0

Appropriate standards for boundary data will be followed as necessary.  
We follow the appropriate FGDC standards for boundary data.

## STAGE 2 - Inventory/Evaluate

**9)** Is there a process for determining if data necessary to meet requirements already exist from other sources (either within or outside the agency) before collecting or acquiring new data?

**Answer:** Process is under development to identify datasets promoting reuse and reduce unnecessary duplication.

**Justification Comment:**

**Attachment(s):** 0

A process is under development to identify datasets promoting reuse and reduce unnecessary duplication.

## STAGE 3 - Obtain

**10)** Is there a process for obtaining data in relation to this dataset?

**Answer:** Process is fully implemented, reviewed and updated on a regular basis.

**Justification Comment:**

**Attachment(s):** 0

There is no specific plan for obtaining data other than as necessary. As changes are identified it is brought to the attention of the Geoplatform CCB and a plan for collecting data is done at that point. This is a relatively static data set that only changes if there is an EPA facility location change, which is very rare.

**11)** Is the metadata in a FGDC endorsed geospatial metadata standard?

**Answer:** Metadata is available in a format endorsed by the FGDC, it fully describes the dataset and provides all the information required to make the dataset discoverable, accessible, and usable.

**Justification Comment:**

**Attachment(s):** 0

This dataset is registered in the EPA Environmental Data Gateway(EDG)the Agency's Enterprise Dataset metadata catalogue. The metadata follows the FGDC endorsed metadata standard.

Link to the EDG: <https://edg.epa.gov>

**12)** How complete is the geographic coverage as defined in the requirements for the dataset?

**Part 1 Answer:** Business requirements for cyclic updates identified and a process is in place.

**Part 2 Answer:** Dataset has presently attained the greatest geographic coverage as defined by the current requirements or roughly 100%.

**Justification Comment:**

**Attachment(s):** 0

The dataset, includes all identified requirements and has complete geographic coverage for all EPA regional boundaries and EPA facilities within the United States. Any additional requirements identified will be vetted via the Geoplatform configuration control board as explained in an earlier stage question. The data set is complete and covers all of the US.

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## STAGE 4 - Access

**13)** Do you have a process for providing users access to the data in an open digital machine readable format?

**Answer:** User access process is fully implemented, data is available, process is reviewed and updated on a recurring basis.

**Justification Comment:**

**Attachment(s):** 0

Yes is provided as an open digital machine readable format via our Environmental Data Gateway or via our Shared Enterprise Geospatial Data and Services (SEGS) system.

EDG link:

<https://edg.epa.gov/metadata/catalog/search/resource/details.page?uuid=%7B19F2C527-C843-450F-BF62-CB4CC3B092AD%7D>

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## STAGE 5 - Maintain

**14)** Is there a maintenance process for updating and storing the dataset?

**Answer:** Dataset maintenance process is identified and documented.

**Justification Comment:**

**Attachment(s):** 0

Updating and storing coordination is done through the Geoplatform Configuration Control Board process as explained in an earlier question.

Maintenance is done through the EPA SEGS support contractors who follow Capability Maturity Model Integration (CMMI) level three processes to help ensure quality of the data.

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**15)** Is there an error correction process as part of dataset maintenance?

**Answer:** Error correction process established.

**Justification Comment:**

**Attachment(s):** 0

There is not a formal error correction process. As errors are identified they are corrected using the CMMI level process. This is done under an as needed basis through the Geoplatform CCB as explained in question 14.

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## STAGE 6 - Use/Evaluate

**16)** Is there a process to determine if the dataset meets user needs?

**Answer:** Process is complete and being implemented on ad hoc basis.

**Justification Comment:**

**Attachment(s):** 0

Requirements assessments associated with this data set, and all datasets within SEGS are handled through the Geoplatform CCB and SEGS processes. Comments received on the dataset from users are for the most part ad hoc and collected via websites, forums, the SEGS users workgroup among others. Comments/requirements received are discussed during the SEGS segment of the CCB

bimonthly meetings and the dataset is scheduled for update if the comments are deemed necessary by the CCB. If the issues raised are major the issue is raised to the Geospatial Advisory Committee, consisting of representatives from all EPA programs or the Quality Information Council (QIC) comprised of senior managers from across EPA.

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**17)** Is there a process to provide users information on how to access and properly use the dataset?

**Answer:** Process implementation started for access and proper use.

**Justification Comment:**

**Attachment(s):** 0

This dataset, like all EPA datasets, is registered in the EPA Environmental Data Gateway (EDG). The metadata associated with the dataset provides information on proper use of the dataset. All registered data sets have either APIs or download services associated with them.

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**18)** Are the business processes and management practices assessed to meet changing technology?

**Answer:** Assessment process implementation started for taking advantage of changing technology.

**Justification Comment:**

**Attachment(s):** 0

Any business and management practices changes that might be needed to meet changing technology are assessed through the EPA Geoplatform CCB. Technology, business process and management practices are discussed in bi-monthly meetings through a structured four square process that includes a SEGS component at each meeting..

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## STAGE 7 - Archive

**19)** Is there an archiving process for the dataset?

**Answer:** No archival or disposition process.

**Justification Comment:**

**Attachment(s):** 0

If we need to archive the data it will be archived at our National Computer Center (NCC) on an ad hoc basis.

Link to our NCC:

[http://cfint.rtpnc.epa.gov/otop/about/ncc.cfm#\\_ga=1.110152134.2127775783.1421162032](http://cfint.rtpnc.epa.gov/otop/about/ncc.cfm#_ga=1.110152134.2127775783.1421162032)